

WITHIEL PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE WITHIEL VILLAGE HALL

ON WEDNESDAY, 6TH NOVEMBER 2019 AT 7.15PM

Present Cllr. Mrs. J. Shearer Mrs. J. Burdon Cllr. D. Cubitt
(Chair) (Parish Clerk) (Vice-Chairman)
Cllr. S. Coy Cllr. Ms. A. Hoyle Cllr. E. Harper
2 x Suez Representatives 1 Member of Public

Minute	AGENDA ITEMS	Action
	<p>Chair of Withiel Parish Council introduced and welcomed Mrs. Julie Burdon, the new Clerk to the first meeting of the Parish Council.</p> <p>Mrs. Julie Burdon thanked the Members and looked forward to working with Parish Councillors and bringing the Parish Council up to date and forward thinking. Hopefully we can sort out internet banking, website, email, annual documentation, accounts process, new style minutes, etc. It is hoped to reduce some cheque payments to allow for bank transfers for regular payments with the Clerk being the Responsible Financial Officer, allowing for regular checks on accounts by a small Finance Working Party, possibly quarterly and reporting back to the next meeting.</p>	
166/19	<p>Apologies:- Councillors G. Nott-Bower, P. Malone and Cornwall Councillor C. Batters.</p>	
167/19	<p>Public Forum:- One member of public in attendance, along with two representatives from Suez who explained how their company works and that they are in partnership with Cornwall Council.</p> <p>An email had been received with an outline of further the proposals. Planning permission for the Higher Brynn Site was granted in 2010, which gave consent for a wood waste reception and processing and for green waste and biodegradable waste reception and composting. The planning permission was amended in 2012 to alter the approved site layout. This planning permission approved the wood shredding operation in its location for a temporary period. The wood shredding has operated for a number of years in its current position and they are now seeking to make that location permanent and amend the operating hours to allow to transfer waste from the Council's waste transfer stations and household waste recycling centres to Higher Brynn. Currently the wood shredding operation handles up to 10,000 tonnes of wood per annum. Waste wood arrives to site and is stored in a stockpile, this is then fed into a shredder which chips the wood for onward use. It is not proposed to amend to the existing operation or the proposed layout of the site. However, they are seeking to amend the planning permission to allow to stockpile waste wood up to 5m in height, which is the consented height in the Environmental Permit. They are also seeking to create a new entrance into the wood shredding operation and add two cabins for additional welfare facilities. The main changes they are proposing relate to the operating hours for the site. They would like to amend the operating hours at Higher Brynn, to enable vehicles to access the site for unloading and loading of material between 6.00am and 7.00pm, Monday to Sunday.</p>	

	<p>This would allow for wood shredding to take place between 7.30am and 6.00pm, Monday to Friday and 7.30am and 1.00pm on Saturdays. The additional hours at Higher Brynn will allow for material from the furthest HWRCs and RTSs e.g. Falmouth, St Erth and Launceston to have sufficient time to reach the site and unload. The additional hour in the morning is requested to ensure their vehicles can access the site to remove processed material before further processing begins. This would ensure that waste wood does not get stockpiled overnight in large quantities at either the RTS, the HWRC sites or at Higher Brynn. The additional wood shredding hours will also allow them to process waste when they receive larger quantities due to seasonal variations and will help to ensure that large stockpiles do not arise on site. A noise survey will be carried out as part of the planning application. It was confirmed by Suez that they will be writing to local people in the vicinity to make them aware.</p> <p>Councillor E. Harper suggested a site meeting for anyone interested as it is very informative Action: Clerk to arrange a suitable site meeting for those wishing to view the site.</p> <p>Chair thanked Suez representatives for their report which would be taken into consideration when any planning application is received. Suez representatives left the meeting at 7.30pm.</p>	Clerk
168/19	Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- None.	
169/19	Monthly Cornwall Councillor Report:- Apologies received from Cornwall Councillor C. Batters.	
170/19	Confirmation of Parish Minutes from the Meeting held on the 2nd October 2019:- Resolved the Minutes of the Monthly Meeting held on the 2 nd October 2019 as circulated be approved and signed by the Chair (Proposed: Councillor Ms. A. Hoyle; Seconded: Councillor D. Cubitt)	
171/19	<p>Matters Arising from the Monthly Minutes of the Meeting held on the 2nd October 2019:-</p> <p>Page 1 Min.142/19 Damaged Stile:- Councillor Ms. A. Hoyle reported that Sam Chapman will be carrying out the necessary work.</p> <p>Page 2 Min.159/19 Internet Banking and Responsible Financial Officer:- Councillor S. Coy and Clerk agreed this could be discussed under Internet Banking on the agenda this evening.</p>	
172/19	<p>Planning Applications received at the meeting and prior to the meeting; Planning Pre-Applications; Planning Results; Planning Correspondence; Any letters received for or against any Planning Applications:-</p> <p>Planning Applications Received:- PA19/04672 – Mrs. T. Trudgeon – Erection of a permanent rural workers dwelling. Construction of two stables and store, horse walker and the regularisation of the commercial use of the sand school and existing stables, The Stables, Retire Lane, Retire, Bodmin – Object – We note that in 2014 permission was granted for a temporary dwelling caravan for 3 years, at the end of which the dwelling was to be removed and the site to be reinstated, to be occupied by a person solely or mainly working in agriculture. We note that this condition was not complied to by April 2017 and the caravan is still on the site and occupied.</p>	

	<p>The current application is not accompanied by a Design and Access Statement, no pre-application advice has been sought from Cornwall Council Planning Authority. Section 10 - A full tree survey appears not to have been undertaken. Section 16 - Although the application is for a permanent rural workers dwelling, in this section the house is classified as market, rather than associated with the business. The proposal is immediately adjacent to the Mid Cornwall Moors SSSI (Retire Common) which contravenes NDP Policy E1 which does not support development within or close to an SSSI (Proposed: Councillor S. Coy; Seconded: Councillor Ms. A. Hoyle) (1 abstention)</p> <p>PA19/07861 – Mr. Dominic Floyd – Demolition and reconstruction of existing barn as annexe accommodation, Land East of Higher Bosneives, Bosneives Hill, Withiel – Support – As a condition the property should be linked to the main house and not a separate dwelling and could not be sold separately (Proposed: Councillor E. Harper; Seconded: Councillor Ms. A. Hoyle)</p> <p>Planning Pre-Applications Received:- None.</p> <p>Planning Results Received:- PA19/06149 – Ms. Chloe Bines – Agricultural vegetable packing and storage shed on agricultural land, The Real Food Garden, Trelowarth, Inchs, Bodmin – Approved</p> <p>Planning Correspondence Received:- None.</p> <p>Any letters received for or against any Planning Applications:- None.</p>	<p>Clerk</p> <p>Clerk</p>												
173/19	<p>Monthly Accounts for Approval and Any Financial Matters (Including applications for Grants & Donations if received):- It was proposed that the Council approve the accounts for payments as listed below as circulated on schedule (Proposed: Councillor S. Coy; Seconded: Councillor E. Harper) Motion Carried</p> <table border="1" data-bbox="204 1339 1361 1489"> <tr> <td>RBL Poppy Appeal</td> <td>£19.50</td> <td>Wreaths</td> </tr> <tr> <td>DMC IT</td> <td>£45.00</td> <td>Emails Issues</td> </tr> <tr> <td>Salaries and Expenses</td> <td>£91.35</td> <td>October 2019</td> </tr> <tr> <td>HMRC – Income Tax</td> <td>£17.40</td> <td>October 2019</td> </tr> </table>	RBL Poppy Appeal	£19.50	Wreaths	DMC IT	£45.00	Emails Issues	Salaries and Expenses	£91.35	October 2019	HMRC – Income Tax	£17.40	October 2019	Clerk
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174/19	<p>Setting of Precept for 2020/2021:- It was resolved to set the precept for 2020/2021 at the next meeting when all figures are included on the relevant spreadsheet. Clerk and Councillor S. Coy to liaise Action: Clerk/Councillor S. Coy and include on next agenda.</p>	Clerk/ Cllr. S. Coy												
175/19	<p>Internet Banking and the advantages and Clerk being signed up as the Responsible Financial Officer for the Parish Council:- Clerk reported she had been set up for internet banking by Councillor S. Coy but would like to be able to be set up also for making regular monthly payments, to do this she would need to be a signatory. It was resolved to Clerk be set up for internet banking to be able to make monthly payments by bank transfer, Clerk to obtain relevant mandate forms from HSBC and letter was signed to take to the Bank (Proposed: Councillor D. Cubitt; Seconded: Councillor S. Coy) Action: Clerk</p> <p>Clerk also stated she needed a letter signed for all bank statements, etc., now to be forwarded direct to her as Clerk and Financial Officer to the Parish Council.</p>	Clerk												

	It was resolved to letter is signed for all future paperwork to be sent directly to the Clerk (Proposed: Councillor D. Cubitt; Seconded: Councillor S. Coy) Action: Clerk	Clerk
176/19	<p>Appointment of Stationery Company for the Clerk and agreeing payment of any relevant expenses:- Clerk reported she would like to set up an account with Brewers Stationers or Viking Direct to be able to order stationery and stamps. It was resolved to allow the Clerk to set up an account for any items required and to invoice the Parish Council (Proposed: Councillor Mrs. J. Shearer; Seconded: Councillor Ms. A. Hoyle) Action: Clerk</p> <p>She is also not sure how the Parish Council wanted to pay for printing, i.e. ordering paper and print cartridges or pay for paper and just pay 5p per copy for printing services. It was resolved the Clerk can do whatever is the easiest,. Clerk suggested it may be worthwhile order paper, stamps and envelopes and charging 5p per copy towards ink (Proposed: Councillor Mrs. J. Shearer; Seconded: Councillor Ms. A. Hoyle) Action: Clerk</p>	Clerk Clerk
177/19	<p>Website Update from the Chair and Clerk- Clerk reported she had liaised with the Chair and they had requested Dinah Crellin, IT Services to resolve issues with email address. However, it was noted that the info email address still needed to be resolved, further information had since been received. Chair reported following liaison with Dinah Crellin and Mark Finney, there appears to be quite a few issues to resolve and she would like agreement to be able to work with Dinah Crellin if needs be to see what can be done. Chair said we cannot make the website secure with other local organisations logging into it but after speaking to CALC would allow them a link on the website to their own websites or Facebook pages, which makes a lot more sense. There is a need to get the website sorted as soon as practicably possible and all were in agreement the Clerk and Chair sort out and report back in due course.</p> <p>It was resolved the Clerk and Chair resolves and uses Dinah Crellin to assist if needed (Proposed: Councillor S. Coy; Seconded: Councillor D. Cubitt) Action: Clerk</p>	Clerk/Chair
178/19	<p>Climate Change Action Update from Chair:- Chair reported on Climate Change and she was asked what we are doing as a Parish about this to improve our way of business. We had to report we had done nothing at this stage and would like to establish what we are going to do. She heard a talk recently which was very informative and she would like to arrange a meeting and have as many people as possible to attend the public meeting and publicise as widely as possible. The person talks about a lot of small things that people can do, just simple things like plastic bags, changing bulbs, etc.</p> <p>Councillor S. Coy reported the Parish Council had supported the Village Hall by going eco. He does not believe this is a matter for Withiel Parish Council and he believes this is a political matter.</p> <p>It was resolved to facilitate a meeting in the Withiel Village Hall (Proposed: Councillor Ms. A. Hoyle; Seconded: Councillor Mrs. J. Shearer) (2 abstentions) Action: Chairman to make arrangements.</p>	Chair
179/19	<p>Bodmin Community Network Update from Chair:- Chair reported along with Councillor Ms. A. Hoyle they attended this meeting and reported as follows:-</p> <ul style="list-style-type: none"> • Police actions led to arrests in burglary and County line drug dealing, both leading to charges and Bodmin, the Police feeling pleased with results. 	

	<ul style="list-style-type: none"> • Health Care - Building houses around Bodmin has challenged the existing practices and if numbers keep rising, they may have to consider a new practice. The current premises are not big enough and they are trying to get funding for new premises. • Social prescriber – this is someone who talks problems through in order to direct patients to the correct place. They are looking into online appointments where patients register and then can chat to a doctor from home, not necessarily a local doctor. • Physio comes into both practices. • Ageing population and deprivation in some areas is putting pressure on healthcare. • Allowances are not being made for enough population increase. • Highways Scheme Update - Our passing place is at the design stage. • Member briefing on Climate Change by Cornwall Council with positive actions. There is a suggestion that we meet together to discuss what can be done. • Carol Randall gave an update on the Community Bus. This project has come from a community engagement on extra care housing. Research into activities for older people showed that there was no affordable transport for older people to get to activities. With the involvement of Andy Lyle of Wadebridge Concern there will be a trial of a community bus for Bodmin for 6 months. In order to understand the demand for a bus Carol Randall has produced a questionnaire. Sarah Sims will send questionnaire to members again. Carol Randall to provide Sarah Sims with a short article for Parish Council Newsletters. Bodmin Town Council has offered to distribute the questionnaire when they are canvassing residents on the NDP. 	
180/19	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. CALC – Community Governance Review – Supplement Agenda Pack to the Agenda for Council Electoral Review Panel, Monday 14th October 2019 10.00am 2. CALC – Website Accessibility 3. CALC – Community Governance Review – Next Steps 4. CALC – Community Governance Review Slides 5. The Rural Bulletin – 22nd October 2019 6. CALC – VE Day Celebrations – 8th May 2020 7. Cornwall Council – Community Road Safety Forum 8. CALC – Chief Executive’s Bulletins 9. Cornwall Council – Alternatives to Pesticides 10. Cornwall Council – South West Tree Warden Forum – Saturday 9th November 2019 11. Cornwall Council – Neighbourhood Plan Update – August and September 2019 12. NHS Kernow Clinical Commissioning Group – Long Term Plan Update Newsletter – 11th October 2019 13. Cornwall Council – Homelessness & Rough Sleeping – Final Draft Strategy Version 14. Cornwall Council – Article about the Bus 15. CALC - Village Hall query - Nappy & sanitary disposal (Passed to Village Hall representative) 16. Cornwall Council – Ethical Standards – Code of Conduct Training 2019/2020 17. Cornwall Council – South West Tree Warden Forum – Saturday 9th November 2019 	

	<p>18. CALC – Policy Consultation E-Briefing 12-19 Independent Review into Local Government Audit – Call for Evidence</p> <p>19. NHS Kernow Clinical Commissioning Group - Long Term Plan Update newsletter – 18th October 2019</p> <p>20. CALC – Leasing</p> <p>21. CALC – Electric Charge Points – Request for Help</p> <p>22. Cornwall Council – Bodmin Community Network Area Parishes – Climate Change</p> <p>23. CALC - News Round-Up - October 2019</p> <p>24. NALC – Chief Executives Bulletin</p> <p>25. Cornwall Council - Consultation Notification - Housing Supplementary Planning Document</p> <p>26. NHS Kernow Clinical Commissioning Group - LTP Update Newsletter</p> <p>27. CALC - Cornwall Association of Local Councils - Annual General Meeting 2019</p> <p>28. CALC – Community Road Safety Forum</p> <p>29. University of Reading - National Evaluation of Neighbourhood Planning</p> <p>30. Cornwall Community Land Trust - News Update</p> <p>31. Cornwall Council – Polling Districts & Polling Places Review</p> <p>32. Bodmin Police Station – Speed Watch – Volunteers to form Community Speedwatch Group</p> <p>33. Wadebridge Renewable Energy Network (WREN) Limited – St. Breock Windfarm Community Fund – Review Meeting 12th November 2019 (Councillor D. Cubitt to attend)</p>	
181/19	<p>Any Urgent Matters the Chairman considers relevant for this meeting:- None.</p>	
182/19	<p>Date of next Meeting and agreement on 2020 Meetings as per list pre-circulated to Councillors:- Wednesday the 4th December 2019 at 7.15pm in the Withiel Village Hall.</p> <p>It was resolved to agree the meetings for 2020 as set out and the Clerk to liaise with Tony Liddicoat to arrange a suitable date for the January Meeting (Proposed: Councillor E. Harper; Seconded: Councillor Ms. A. Hoyle) Action: Clerk to book the meeting room in the Withiel Village Hall for 2020.</p> <p>There being no further business to discuss the meeting closed at 8.39pm</p>	Clerk

Signature:

Chair

Date: 4th December 2019